

Systems for HUD Multifamily Partners

HUD has a number of online systems for projects that are administered under the Multifamily Housing Division. Some systems are used for all projects and others for certain types of projects. Below we describe the specific systems and explain how to access them.

The majority of systems that HUD partners use are part of HUD's Secure Systems process, but others are used across government agencies. These are described briefly on page 2 under the heading *Other Federal Systems for Multifamily Partners*. Also described below is the Business Partner Registry, which allows the secure system to recognize each entity that is a mortgagor, management agent, or Section 8 property owner doing business with Multifamily Housing.

HUD Secure Systems

Access to HUD Secure Systems (also known as WASS) is restricted because some information is sensitive. For the systems shown on the table below, individuals associated with owners or agents register initially as coordinators or users, and then are given permission to various functions. The highest level of the security is ***Coordinator***¹. Each entity is allowed to have up to five coordinators; two is highly recommended. Coordinators authorize ***Users*** to have certain rights, such as to view physical inspections or to enter the annual audit.

Below is a list of the HUD secure systems and their purpose. Information about accessing these systems is on page 2.

Users	Name of System	Purpose
All projects	Active Participant Performance System (APPS)	File HUD Previous Participation Request (HUD 2530) and record basic information about project participants.
All projects that file an annual audit	Financial Management Assessment System – Federal Housing Agency (FASS-MF)	Owner uses to file the annual financial audit in the HUD-required format
All projects	Physical Assessment Subsystem (PASS)	Owner/agents use to access project inspection reports.
Subsidized projects	Enterprise Information Verification System (EIV)	Agents are required to use EIV to verify eligibility of subsidized tenants and avoid payment errors through misreported income. Access to this system is restricted to EIV Coordinators and EIV Users.
Subsidized projects	Tenant Rental Assistance Certification System (TRACS)	Agents use TRACS to collect tenant subsidy payments

¹ It is important to note that access to EIV as an EIV coordinator is different than access as a Secure System Coordinator.

Business Partner Registry

HUD also operates the Business Partner Registry which is the only part of the secure system that is not secure. All borrower, management agent, and Section 8 property ownership entities must sign up in the registry before the the entity or staff can participate in multifamily business.

How to Access HUD's Secure Systems

Information about the systems and access points are available on www.HUD.gov through different links. We suggest you bookmark key pages for quick access.

Links to Business Partner Registry, Registration as Coordinator or User, APPS, EIV, and TRACS

1. Go to www.hud.gov.
2. From the ribbon at the top, select *Programs*, and then *Housing*.
3. The next screen will have a new ribbon at the top; select *Online Systems*.
4. From the drop down box select *Multifamily Online Systems*. This page has links to APPS, EIV, and TRACS.
5. To access the **Business Partner Registry**, select *APPS*.

Links to Registration as Coordinator or User, FASS-MF, PASS, and EIV

1. Go to www.HUD.gov.
2. From the ribbon at the top, select *Resources*, and then *Real Estate Assessment Center* from the drop down. (There is another link to REAC in the “*I want to*” section.)
3. From that screen are links to registration for the WASS secure system and links to instructions and a user manual. It also has links to pages for FASS-MF, PASS and EIV on the list of REAC-PIH Online Systems that each have more links and information about the related program requirements and processes.

Links for each system have more links that provide user manuals and other information about the underlying program requirements for PASS inspections, filing certifications in the APPS previous participation system, financial statement and audit requirement (FASS-MF), and so forth.

Helpdesks

For technical assistance on using the systems, you may contact the **Secure Access/REAC** helpdesk at 1-888-245-4860 or REAC_TAC@hud.gov. The **Multifamily Systems** helpdesk is at 1-800-767-7588.

Other Federal Systems for Multifamily Partners

Users	System	Purpose	Access Point
Section 236 projects	PAY.Gov	For Section 236 owners to report excess income.	www.pay.gov
Subsidy recipients	SAM	Owner registry for subsidized projects to report DUNS number and collect federal funds.	www.sam.gov